

**BEAR VALLEY COMMUNITY HEALTHCARE DISTRICT
PLANNING & FACILITIES COMMITTEE
MEETING MINUTES
MARCH 15, 2017**

MEMBERS PRESENT: Donna Nicely, President Shelly Egerer, Admin. Assistant
Gail McCarthy, Secretary Michael Mursick, Plant manager
John Friel, CEO

STAFF: Garth Hamblin Mary Norman

ABSENT: Jack Roberts, 2nd Vice President

COMMUNITY MEMBERS: None

OPEN SESSION

1. CALL TO ORDER

President Nicely called the meeting to order at 12:00 p.m.

2. ROLL CALL

Donna Nicely and Gail McCarthy were present. Also present were John Friel, CEO, Mike Mursick, Plant Manager and Shelly Egerer, Admin. Assistant. Absent was Jack Roberts.

President Nicely reported that Board Member Roberts was unable to attend the Planning Committee Meeting and Board Member McCarthy agreed to participate in the meeting.

3. ADOPTION OF AGENDA*

President Nicely motioned to adopt the March 15, 2017 agenda as presented. Second by Board Member McCarthy to adopt the March 15, 2017 agenda as presented. President Nicely called for the vote. A vote in favor of the motion was unanimously approved.

- President Nicely – yes
- Board Member McCarthy- yes

4. APPROVAL OF MINUTES*

A. January 17, 2017

President Nicely motioned to table the January 17, 2017 Planning Meeting Minutes since Board Member Roberts was not present. Second by Board Member McCarthy to table the January 17, 2017 Planning Meeting Minutes since Board Member Roberts was not present. President Nicely called for the vote. A vote in favor of the motion was unanimously approved.

- President Nicely – yes
- Board Member McCarthy - yes

5. PUBLIC FORUM FOR OPEN SESSION

President Nicely opened the Hearing Section for Public Comment on Open Session items at 12:00 p.m. Hearing no request to address the Planning & Facilities Committee, President Nicely closed the Hearing Section at 12:01 p.m.

6. DIRECTORS COMMENTS

- None

7. OLD BUSINESS*

A. Discussion and Update on Potential Tractor Purchase / Equipment Upgrade:

- Mr. Mursick provided the committee with additional information on lease options; the cost to purchase a new skid steer. The current skid steer has a trade in value of \$11,500. Mr. Mursick stated that currently \$10,000 is allocated to upgrade the equipment and an additional \$12,000 to \$15,000 would be required to upgrade the equipment.
 - At this time the BVUSD is using a current skid steer that they have been leasing with the intent to turn in the skid steer or possibly buy it. This skid steer has an enclosed cab and the entrance to the cab is safer.
 - There are concerns of safety issues for staff with the current unit.
 - Bobcat does not have used equipment and they do not carry a unit equal to the equipment we want. Bobcat will not do a trade in.
 - Caterpillar is selling a unit for \$66,000 and will not take a trade in.
- Mr. Hamblin stated that if the committee will approve to move this item forward to the Board for potential approval a letter of intent to purchase the unit from Volvo could be sent. Mr. Hamblin also stated the net cost would be approximately \$12,700.

President Nicely motioned to recommend to the Board of Directors the purchase of the skid steer with a letter of intent to be sent to Volvo. Second by Board Member McCarthy to recommend to the Board of Directors the purchase of the skid steer with a letter of intent to be sent to Volvo. President Nicely called for the vote. A vote in favor of the motion was unanimously approved.

- President Nicely – yes
- Board Member McCarthy - yes

8. NEW BUSINESS*

- None

9. PLANNING & FACILITIES*

A. Construction Project:

- Mr. Mursick reported the following
 - CT Scanner:
 - EH Butland, contractor and legal counsel have completed the contract.
 - Additional documents have to be submitted and we are currently in the stage of submitting the required documents; permits need to be pulled in order to begin the project. The liquidated section of the contract was vague and needed additional information added to it in order for both parties to sign the contract.
 - April 3rd is the start date for the project and should take 98 days to complete the CT Scanner Project.
 - There are penalties in the contract if the project is not completed as stated.

- Mammography:
 - Start date of the Mammography project is April 3rd.
 - OSHPD required a document to be signed by the CEO and that has been completed this is part of the permit process.
 - Project should take 52 days.
- SNF Fire Doors:
 - Administration Team chose the color for the SNF doors and the doors should be installed on Friday, March 17.

B. Potential Equipment Requirements:

- Mr. Mursick reported the following:
 - Mezzanine control compressor needs to be replaced; if the unit fails completely we will need to replace the unit.
 - Dry valve and sprinkler system is working and the cost is in the Capital Budget. The cost is approximately \$11,000.
 - Hot water heaters will need to be improved; water heaters are expensive to replace. Engineers are involved to research what other items need to be looked at since the building is 40 years old.
 - Electric cart will behoove the Maintenance Staff; an electric cart and additional research is continuing.
 - Automatic transfer switch was completed: transferred the old switch out of the generator and installed the new switch; the unit fires up a lot faster. Project is complete.

C. Repairs Maintenance (FHC, RHC, PT, Hospital):

- Mr. Mursick reported the following:
 - Working on the Capital Budget to continue to improve the facility.
 - Laboratory Department has been painted.
 - RHC renovations are complete; minor issues will be addressed.
 - IT has a new workspace located in the old storage space behind purchasing.
 - Framed in space added electrical to area.
 - Transition is in the next 30 – 45.

D. District Master Plan:

- Mr. Friel reported the following:
 - By going through files we found several items from previous Administrators that commissioned some organizations to provide schematics and plans. These plans would need to be upgraded to seismic needs or reviewed to ensure they are still in compliance. If the District proceeded with what is suggested in the plans the cost could be approximately \$22 million. Building a new hospital needs to be considered, there could be a loss of services during an upgrade of the hospital.
- Mr. Hamblin reminded the committee that we need to be careful of construction cost; there is always additional costs that are not expected.

- Further discussion took place on purchasing property to build a new hospital, parking would need to be considered and is the current hospital location feasible to restore. Administration Team and the Board need to begin discussion on how to proceed since we have until 2030 to bring the facility to the new seismic standards. The committee asked that GGK Architect firm be contacted and scheduled to present at the April Planning & Facilities Committee Meeting.

Board Member McCarthy motioned to approve the Planning & Facilities Report as presented. Second by President Nicely to approve the Planning & Facilities Report as presented. President Nicely called for the vote. A vote in favor of the motion was unanimously approved.

- President Nicely – yes
- Board Member McCarthy - yes

10. ADJOURNMENT*

President Nicely motioned to adjourn the meeting. Second by Board Member McCarthy to adjourn the meeting. President Nicely adjourned the meeting 1:10 p.m.

- President Nicely - yes
- Board Member McCarthy- yes